Report Outline and Reviewer Assignments
For the
Director's Conceptual Design Review of the Mu2e Project
May 03-05, 2011

Executive Summary	Jim Yeck
1.0 Introduction	
2.0 Accelerator I	Paul Derwent*
2.1 Recycler	TBD
2.2 Pbar Rings	TBD
2.3 External Beamline	TBD
2.4 Extinction	TBD
2.5 Extraction	TBD
3.0 Accelerator II	Nancy Grossman*
3.1 Production Target	Salman Tariq
3.2 Heat Shield	Andy Stefanik
3.3 Radiation Shielding	Wayne Schmitt
4.0 Conventional Construction	Jesse Adams* Elaine McCluskey
5.0 Solenoids	Jim Kerby* Alain Herve Pasquale Fabricatore Joel Fuerst Herman Ten Kate Akira Yamamoto
6.0 Muon Channel	Joe Howell* Peter Limon Rich Andrews
7.0 Tracker	Peter Wilson* Richard Kadel Alan Hahn
8.0 Calorimeter, Cosmic Ray Veto	Jeff Nelson*
8.1 Calorimeter	Jeff Nelson
8.2 Cosmic Ray Veto	Rainer Novotny
9.0 DAQ	Leon Mualem Eric James Jonathan Lewis
9.0 Charge Questions	
9.1 Is the design technically adequate? Is the design likely to meet the technical requirements? Are the physics requirements clearly stated and documented? Have these requirements been translated into technical performance requirements and specifications?	Jim Kerby All
9.2 Can the design be constructed, inspected, tested, installed, operated and maintained in a satisfactory way?	Akira Yamamoto/ Rich Andrews All

	9.3 Is there adequate supporting documentation to support the conceptual design and the transition to developing the preliminary design?	Peter Limon All
	9.4 Are the risks (on technical, cost, and schedule basis) of the selected base design approach and alternatives understood and are appropriate steps being taken to manage and mitigate these risks? Have areas been identified where value engineering should be done? If value engineering has been performed is it documented?	Richard Kadel All
	9.5 Are the project organization and lines of responsibility clearly defined and sufficient to ensure the successful engineering and design of the project? Are the design interfaces between the Accelerator Systems, Experimental Facilities, and Conventional Facilities groups understood and well enough defined to ensure a coordinated effort and an integrated design? Is there a reasonable plan in place for implementing configuration management to ensure changes to the technical requirements/specifications are controlled and communicated to all affected groups?	Jim Yeck All

Note: * Indicates Subcommittee Lead and integrator of write-ups
Underlined names are the primary writer.